

MILWAUKEE COUNTY - DEPARTMENT OF ADMINISTRATIVE SERVICES  
REQUEST FOR ADVERTISING

Date Prepared: 2/27/18

By: WB/JWB

NOTICE NUMBER: 7281

ADVERTISEMENT FOR BIDS

SERVICE AGREEMENT

FACILITIES MANAGEMENT COURTHOUSE COMPLEX  
AND COUNTY GROUNDS  
CARD ACCESS SERVICE AND MAINTENANCE  
901 North 9th Street  
Milwaukee, Wisconsin 53233

Project Number: 5725-18422

CARD ACCESS SERVICE AND MAINTENANCE WORK:  
Provide service at Milwaukee County Courthouse Complex  
and County Grounds locations. Contractor shall have the  
required training and experience in maintenance and  
servicing of similar Card Access Systems. Contractor prior  
Service and Maintenance agreements shall include  
documented experience and certification in card access  
service and maintenance to be eligible for award of Service  
Agreement. Documented Schneider Electric INET 7  
certification is required as described in the bidding  
documents.

ALLOW ADDITIONAL TIME TO BE PROCESSED  
THROUGH SECURITY SCREENING STATIONS AT  
COURTHOUSE ENTRANCES.

Sealed bids are due in the County Clerk's Office, Room  
105, Milwaukee County Courthouse on March 21, 2018 at  
2:00 P.M.

Bids will be publicly read in Room 105, Milwaukee County  
Courthouse, 5 minutes after due time.

Bidding document distribution will be at A/E Graphics  
Public Plan Room. Hard-copy set and electronic files are  
available as noted below: Bidding documents can be  
viewed and purchased online in the A/E Graphics Public  
Planroom at [www.aegraphics.com](http://www.aegraphics.com). Follow the Online  
Planroom link on this home page. Plans and Specifications  
can be viewed at no cost. Downloads of the digital files may  
be purchased online with a credit card or A/E Graphics  
account. Contact Steve Wellman, Project Administrator, at  
262-649-3965 or [steve@aegraphics.com](mailto:steve@aegraphics.com) for assistance.  
All Bidding document charges are not refundable.

BIDDERS WHO SUBMIT A BID MUST PURCHASE  
DOCUMENTS AND BE A PLAN HOLDER OF RECORD  
AT A/E GRAPHICS. BIDS FROM BIDDERS WHO ARE  
NOT ON THE PLAN HOLDERS LIST WILL BE  
RETURNED AS BEING NON-RESPONSIVE.

For further information contact 414-278-4861.

Disadvantaged Business Enterprise involvement is not  
required.

Bidder's attention is called to the "Notice of Requirements  
for Affirmative Action to Ensure Equal Employment  
Opportunity" (Executive Order 11246), contained in the Bid  
Documents, which set forth, in part, goals and timetables  
for the employment of women and minorities in the project  
area.

\$500 certified check, cashiers check or bid bond as security  
is required with each bid.

The low responsive, responsible bidder will be  
recommended for contract award. Owner reserves right to  
reject bid, to waive informalities in bid or to accept bid  
which will be in best interest of Owner.

Bids shall remain open to acceptance for a period of 60  
days after bid due date.

DIRECTOR, DEPT. OF ADMINISTRATIVE SERVICES

D.R.: 3/2/18, 3/9/18

Instruction: Words capitalized shall be capitalized in ad. Continuous in one line. No blank lines. Daily Reporter:  
Please send reprints.